

# Substitute Teacher Positions – Elkhart, Indiana

This is a Part Time position located in Baugo Community School

Substitute Teachers are needed in Baugo Community School

## **Job summary:**

Provide support in functional areas related to educational learning objectives and student interaction in a classroom setting.

## **Essential Job Functions:**

- All duties connected to managing a classroom of students to ensure learning objectives are achieved. This will include; the ability to create and/or follow lesson plans, provide a structured learning atmosphere while maintaining positive control of the classroom, monitor student attendance and behavior, develop classroom notes as follow up for home room teacher, possess the ability to develop positive working relationships with students, administrators and staff.

## **Qualifications**

- This position requires high school diploma or higher preferred
- Excellent communication skills (written & oral)
- Highly organized with exceptional time management skills
- An interest in working with students of various age groups
- Ability to create a positive learning atmosphere, focused on student involvement/interaction
- Ability to manage conflict and obtain positive results
- Professional demeanor and personal integrity
- Ability to demonstrate safe work habits and maintain a safe environment for students
- Ability to successfully pass a criminal background check
- Must complete all required on-line training modules (GCN)
- Ability to travel to various buildings within the district(s)
- Adherence to all PCMI policies and all school district policies/guidelines
- Must have a positive attitude and ability to work well with students, administrators and staff
- Experience working with children is helpful.
- Must undergo a background check at own expense prior to submitting application

The above statements are intended to describe the general nature and level of work being performed by people assigned to this classification. They are not to be construed as an exhaustive list of all responsibilities, duties, and skills required of personnel so classified. All personnel may be required to perform duties outside of their normal responsibilities from time to time, as needed.

As a PCMI Substitute you choose which districts you are willing to work in and when you are available to work. This is the perfect position to provide you income while seeking further employment, a college degree or just wanting a little extra income.

## **Job Type:**

This is a substitute position located in Baugo Community School

Additional Requirements:

Required to undergo a reference or security check.

Position(s) Available: Unlimited

Pay Rate: Will depend on certification

**Apply At:** <https://www.applitrack.com/pcmi/OnlineApp/JobPostings/View.asp?AppliTrackJobId=1323>